

682004/04

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: SURVEY PARTY CHIEF

DEFINITION

Under general supervision, to perform supervisory and technical surveying work, and to be responsible for directing the operation of a field party making land surveys and surveys for engineering work; to perform a variety of office surveying duties; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Work of this class involves responsibility for performing complex technical and supervisory work and responsibility for the conduct of a field survey party. Work involves the application of precise surveying knowledge and techniques. Supervision is exercised over technical subordinates. Work is ordinarily performed under the general supervision of a professional superior. Work assignments are general in nature requiring the use of independent judgement.

REPORTS TO: Surveyor

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Surveyor. Exercises lead supervision over field party as assigned.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Direct a survey party in making a variety of surveys including land surveys to determine locations of property lines, boundaries, easements, and rights-of-way; topographic surveys to determine locations and elevations of existing improvements, structures, and topographic features; construction surveys for improvement projects; surveys to establish and adjust benchmarks; and surveys to establish and monument street centerlines.
- Keep accurate field notes of work performed showing lines, angles, distances, benchmarks, mathematical calculations, and other data pertinent to the field survey.
- Compute and adjust angles, distances, bearings, traverses, and elevations.
- Operate survey instruments and instruct other party members in their operation.
- Perform a variety of office surveying related duties.
- Supervise, train, and evaluate the performance of technical subordinates.

QUALIFICATIONS

Knowledge of:

- Surveying methods, practices and techniques.
- Legal aspects of surveying.
- Algebra, geometry and trigonometry.
- Elementary principles and practices of engineering as related to assignment.
- Sources of information concerning previous land surveys.
- Principles of supervision, training and performance evaluation.

Ability to:

- Understand and interpret legal descriptions and record survey maps.
- Understand and interpret engineering plans, diagrams, and notes.
- Use and care for surveying instruments and equipment.
- Make accurate and legible field survey notes.
- Perform complex mathematical calculations with speed and accuracy.
- Plan and organize the work of a field survey party to achieve optimum efficiency.
- Supervise, train, and evaluate subordinate field survey personnel.
- Work overtime as required.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education Equivalent to completion of twelfth grade supplemented by college level courses in mathematics and surveying.

Experience Three years experience in field survey work including one year of advanced level technical Survey work comparable to that of an Engineering Aide II in the City of Riverside.

MEDICAL CATEGORY: Group 1

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

Possession of a Land Surveyor-in-Training Certificate

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Survey Party Chief

TO: Surveyor